

60-6592

24 AUG 1960

STAT

card

On the occasion of your retirement, I am sending you this personal message in recognition of effective service to your Government.

You have served your country loyally and faithfully for more than eight years. You can take just pride in the knowledge that the devotion and perseverance which you have displayed throughout your career have been consistent with the high ideals and traditions of Federal service.

Along with your many friends here in the Agency, I extend best wishes for full enjoyment of the coming years.

Sincerely,

SIGNED

Allen W. Dulles
Director

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Distribution:

- * 0 - Addressee -
- 2 - DCI
- 1 - DDCI
- 1 - D/Pers
- 1 - Personnel Folder
- 1 - BCB Retirement
- 1 - BCB Reader (stayback)

Original

Concurrence

* Picked up by o/s courier 8/25. AM.

lec

17 Aug 60

60-6592/1

MEMORANDUM FOR: Director of Central Intelligence

SUBJECT: Commendatory Retirement Letter
for [REDACTED]

STAT

STAT 1. Attached for your signature is a commendatory letter
for [REDACTED] who plans to retire from the
Agency 31 August 1960 under the optional provisions of the Civil
Service Retirement Act.

STAT 2. [REDACTED] who is sixty-four years old, entered on
duty 4 August 1952 with the Office of Security and is now Infor-
mation Receptionist, GS-4, Office of Security. She has over
eight years of Federal service.

3. The Office of Security concurs in the writing of this
letter.

STAT

[REDACTED]
Emmett D. Echols
Director of Personnel

SENDER'S CHECK ON CLASSIFICATION UNCLASSIFIED CONFIDENTIAL SECRET

CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	INITIALS	DATE
1	DCI		
2	221 Admin.		
3			
4	DELIVER TO:		
5	[Redacted]	DM 221 Admin	
6	FOR [Redacted]		

ACTION	PREPARE REPLY
APPROVAL	RECOMMENDATION
COMMENT	RETURN
CONCURRENCE	SIGNATURE

Remarks:

Please have letter hand-carried back to
Personnel after signature.

[Redacted] This is the letter I
called about. The presentation
is at 9:30. Please see [Redacted]

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.	DATE
D/Pers	

UNCLASSIFIED CONFIDENTIAL SECRET